

VIETNAM VETERANS MEMORIAL COMMITTEE
Jan. 20, 2000
Stafford Technical Center Room 212

Present were Laurie Wilson, Ernie Smalley, Jack Crowther

Jack informed Laurie and Ernie that Chapter 1 had selected Memorial Day, Monday, May 29, for the dedication of the memorial.

Discussion took place on the most recent drawing of the memorial site, with changes to move the site back a few feet from the nearby street.

Ernie suggested that a spreadsheet type of document was needed to identify all the tasks that need to be done for the completion of the memorial, or at least sufficient completion to allow for the May 29 ceremony. Jack agreed to get started on this. Ernie will work with Jack's draft to create a time schedule. The combined document will identify task assignments and deadlines, as well as phone numbers.

Ernie also said we need some cost figures to ensure that there are sufficient funds to complete the project.

Ernie will coordinate a site visit with Laurie and Bob Parker, hopefully before the next meeting, to discuss final details of location and plan for staking the site.

Next meeting will be Feb. 3 at 7:50 a.m. at Room 212 of Stafford Technical Center.

VIETNAM VETERANS MEMORIAL COMMITTEE
Feb. 3, 2000
Stafford Technical Center Room 212

Present were John Bergeron, Andy Moschetto, Laurie Wilson, Jack Crowther.

Meeting began shortly after 8 a.m.

John and Andy tentatively agreed to go to the Main Street Park site on Saturday, 2/5 at 2 p.m. to stake out the memorial with Ernie Smalley.

Laurie reported that Ernie had received information on lighting and, from Carrara, two names of companies that do concrete design stamping.

The committee needs to decide on who will do the electrical work and where the electrical panel will be.

Meeting adjourned at 8:30 a.m.

Next meeting will be Feb. 16 at 7:50 a.m. at Room 212 of Stafford Technical Center. John B. will notify Ernie Smalley and Bob Parker.

VIETNAM VETERANS MEMORIAL COMMITTEE

Feb. 16, 2000

Stafford Technical Center Room 212

Present were John Bergeron, Andy Moschetto, Laurie Wilson, Jack Crowther, Ernie Smalley, Valerie Cleary.

Meeting began about 8 a.m.

The memorial site in Main Street park has been staked under Ernie's direction.

It appears that Bob Parker wants out of the memorial project, due to work and other commitments.

Ernie did an estimate of the entire project, coming up with a figure of about \$25,000, including the granite curbing. The stamped concrete would be about \$4,500 to \$5,000. Other estimates include earthwork, \$4,100; below-grade concrete, \$1,000; granite curbing, \$4,800; setting the flagpole with a bucket truck, \$300; the sign and its supports, \$300; display plaques, \$400-\$600; and the lighting package and electrical service, \$7,500. Other costs include landscaping and the marble plaque that will be next to the flagpole.

There was discussion of the sign for the memorial and the use of Corean as a weatherproof material. Letters need to be 12 inches high, Ernie thought, but that might make the sign bigger than is practical.

John has found a cheaper source of the steel supports for the informational plaques at the memorial. He will also check on help for the electrical work.

Valerie Cleary, representing the Rutland Garden Club, discussed some ideas for the plantings, suggesting a mix of evergreens, perennials and, for color, annuals. Typically, the club budgets \$200-\$300 per project, buys the plants and puts them in. The club does not maintain the plantings after installation, but typically the club's designs are low-maintenance.

Andy suggested a gravel or blacktop path among plantings might be a way to sharply reduce costs. The chapter has between \$9,000 and \$10,000 in its memorial fund budget.

Jack objected to making wholesale changes in the design at this date, in light of the scheduled May 29 dedication. Jack will contact Bob Ebbighausen from CV regarding the electrical hookup and will contact the Herald regarding an ad to thank supporters of the project.

Ernie is of the opinion that construction work must start no later than April 10. He suggested that meetings need to be weekly from now on. While continuing his involvement in the memorial project, he cautioned the group that there were financial limits on what his construction company could contribute to the project.

Next meeting will be Wednesday, Feb. 23, at 7:50 a.m. at John's store on Center Street.

VIETNAM VETERANS MEMORIAL COMMITTEE

Feb. 23, 2000

Downtown Has Sole, Rutland

Present were John Bergeron, Laurie Wilson, Jack Crowther, Valerie Cleary, Peter Hadeka.

Peter Hadeka from CVPS discussed the electrical service for the memorial. He recommended running the service from a pole southwest of the memorial, because it will be safer for the meter readers and less vulnerable to damage from snowplows. The wiring for the memorial will need a state electrical inspection; after that, connection by CV should follow within 2-3 days under normal circumstances. The meter now be placed on the pole, so no obtrusive installation is required.

John Bergeron said Bob Bizon, an electrician and VVA member, would donate his time for the electrical work.

John discussed the checking he had done on the sign for the memorial. Graphic Designs on South Main St. has a PVC material that is weather resistant, can be routed like wood and can be colored. The price range is \$500-\$600 at the cheapest; with color, the cost would be from \$800 to \$1,000. VVA would get a break on the price. The size of the sign would be about 7 feet by 2 ½ feet.

Jack Crowther suggested the memorial might be fine without the large sign, as there will be a stone marker. This could be a significant cost savings. The sign might also be installed at a later date.

Valerie Cleary discussed the Garden Club's role further. The city would be responsible for maintenance of the plantings, once installed. Valerie envisions a mix of bulbs, annuals, and green bushes, emphasizing the need for a "flash of color." Typically the Garden Club plants the annuals.

Jack noted the ad rate quoted by the Herald amounted to \$895 for a half-page. He will inquire about a contribution of space by the Herald. Valerie and Laurie suggested sources of free publicity, including the Herald news department and Channel 15.

John Clogston, a VVA member, will help with the construction drawings.

Jack spoke of the need to find a firm base price for the memorial and, because of time pressures, commit to a plan that can be executed by the May 29 dedication date.

Valerie will seek a commitment from the Garden Club.

The next meeting will be March 1 at 7:50 a.m. at Downtown Has Sole.

VIETNAM VETERANS MEMORIAL COMMITTEE

March 1, 2000

Downtown Has Sole, Rutland

Present were John Bergeron, Jack Crowther, Ernie Smalley and Andy Moschetto.

There was discussion about whether the lighting for the flagpole could be mounted on the CV power pole as a way of cutting the cost of the electrical installation. Ernie thought ground lights should at least be kept for the flag. Ernie felt that by using a "ditch witch," the trenching for the electrical conduit could be readily done. With proper laying of conduit and a waterproof junction box, some lighting could be installed at a later date without disrupting the site.

After John reminded the group that we had the offer of donated sign for the memorial, consideration seemed to shift in favor of that alternative, even though the wood material would be less impervious to weather than a PVC material, which might cost \$500 to \$1,000.

Cost figures were again reviewed. Ernie estimated the cost for earthwork, less a contribution of labor and supervision, at about \$4,100. Structural concrete for the flagpole will cost about \$1,000, and architectural concrete for the deck will be about \$5,000. So the basic infrastructure will be in the neighborhood of \$10,000.

Other cost estimates include plaque displays, \$85-\$100 apiece; two flag lights, \$854; and electrical components. Total cost looks to be in the \$11,000 to \$12,000 range, less any donations. Jack again mentioned \$895 for a half-page ad in the Herald to thank supporters, but he is investigating to see if the paper might contribute or seek sponsors for some of that.

Robert and James Miles are local brothers who do work in stamped concrete, which is being considered for the deck. Ernie noted that an alternative might be sandblasting the surface to reveal the texture of the aggregate in the concrete.

Andy again raised the possibility of a scaled down memorial featuring a walkway and garden setting. Jack gave the opinion that any major change in the design meant we would miss the deadline for the May 29 dedication.

Jack said he would seek the endorsement at the March 4 chapter meeting of two motions to help move the project along. He said he would propose the naming of Ernie Smalley as general contractor for the memorial and would move to appropriate \$2,500 from the VVA chapter's regular account to supplement the approximately \$8,900 in the memorial fund. That amount should be sufficient to complete the main part of the memorial and ensure work can go forward. Ernie was comfortable with the total as being sufficient to go forward with construction of the project.

The next meeting will be March 8 at 7:50 a.m. at Downtown Has Sole.

VIETNAM VETERANS MEMORIAL COMMITTEE

March 8, 2000

Downtown Has Sole, Rutland

Present were John Bergeron, Jack Crowther, Andy Moschetto and Don Ramey.

Don said the sculpture should be ready to go by the second or third week in April. He has one or two weeks of work remaining. There was discussion about the means to move it, including use of a forklift or a crane with straps. Don will talk to Mr. Gawet about use of his truck.

There was discussion about the best way to commemorate the soldiers killed in action. Use of a plaque or tablet was discussed. A bronze plaque would cost several hundred dollars.

The next meeting will be March 15 at 7:45 a.m. at Downtown Has Sole.

VIETNAM VETERANS MEMORIAL COMMITTEE

March 15, 2000

Downtown Has Sole, Rutland

Present were John Bergeron, Jack Crowther, Ernie Smalley and Andy Moschetto.

John said conversation with Buddy Miles suggests the cost for the stamped concrete deck would be about 3,500 to 6,500, depending on how much preparation work was included. This was in line with previous estimates. Some of Buddy's fellow firemen may contribute some labor.

Ernie suggests raising the surface of the walkway about 6 inches to avoid problems of standing water, which sometimes occurs in that location. The base of the sculpture would add a couple of more inches to the height of the sculpture.

Ernie suggested that the names of the KIAs could be engraved on marble blocks, which could be then set on edge around the walkway of the monument.

Ernie envisions his company donating \$1,000 in in-kind services. This would include having a supervisory person at the site to oversee the various aspects of construction. Smalley Construction would provide the chapter with invoices for the work done. Ernie noted that payment schedules are normally 15 days for subcontractors and 30 days on the overall job.

Ernie will draw up a standard contract, by which the chapter can appoint his company as the contractor for the job.

Ernie spoke of the need to notify Dig Safe before excavating.

Ernie said subcontractors will supply certificates of insurance and his company will have coverage. Ernie's company therefore assumes liability for the excavation and site while the job is going on.

Ernie noted the need to get the lights ordered. The two flag lights are \$854, and two sign lights would be \$984.

Ernie said site work could get started as soon as next week, or the following week at the latest.

The next meeting will be March 22 at 7:45 a.m. at Downtown Has Sole.

VIETNAM VETERANS MEMORIAL COMMITTEE

March 22, 2000

Downtown Has Sole, Rutland

Present were John Bergeron, Jack Crowther, Ernie Smalley and Andy Moschetto.

John Bergeron passed around sketches from John Socinski of Rutland Marble and Granite showing the size of the marble slab base for the sculpture and a couple of options for the stone marker by the flagpole. The sculpture measures 78.5" X 31" X 18". The slab was proposed as 90.5" X 43" X 8", allowing for a "shelf" extending out from the monument. The other option was to have the slab of smaller dimension than the sculpture, providing a cutback effect under the sculpture.

Discussion indicated a preference for having the slab, which will elevate the sculpture above ground level, extend beyond the dimensions of the sculpture, forming a shelf about 3 inches wide at the base of the sculpture. Further discussion indicated a preference for putting a slight bevel on the shelf, to shed water. After consideration of a few options for ways of listing the names of the KIAs, the group favored sandblasting the names into the beveled surface just mentioned. John Socinski will be consulted. The quote for a granite marker is about \$200. A style was chosen that tilts the engraved face up from horizontal about 30 degrees.

Ernie suggested rotating the elliptical center area of the memorial so that the long axis is parallel to Route 7 and the adjoining sidewalk. This would allow the expansion joints in the concrete deck to be placed symmetrically. Ernie made these recommendations after consultation with a structural engineer. The concrete area will be reinforced with rebar.

Ernie also brought up the issue of the concrete deck being 6 inches above grade, a design feature to assure that water would drain off the memorial. This raised level means that wheelchair access will require some sort of ramp up to the deck, unless the adjoining sidewalk were sloped up to the level of the deck. Options include lowering the deck somewhat to lessen the necessary slope up to the deck. No firm decisions were made.

Ernie said the structural engineer he has consulted recommends having thicker concrete at the outer edge of the deck to prevent curling up of the surface.

Discussion turned to lighting for the flagpole. Bob Bizon, the electrician-member of Chapter 1 who has offered his assistance, favors using a CVPS light attached to the nearby pole along South Main Street rather than running wires underground from a pole to the site for on-the-ground lighting. The nearest pole on South Main is about 44 feet from the memorial. After thinking about running service from either that pole or one southwest of the memorial about 125 feet away, Ernie favors using the nearer pole. Jack agreed to arrange a meeting at the site with a CVPS representative to discuss lighting and electrical options.

Ernie also mentioned the wish of the Rutland Historical Society to sift through any dirt removed from the memorial site during excavation. Ernie has indicated the dirt can be sifted off-site in the city after removal.

The next meeting will be March 29 at 7:45 a.m. at Downtown Has Sole.

Posts and sleeves for the display boxes have been delivered to John's store. Bob Rummel and _____ will paint them.

VIETNAM VETERANS MEMORIAL COMMITTEE
Memorial Site Visit March 23, 2000
South Main Street, Rutland

Present were John Bergeron, Jack Crowther, Andy Moschetto, Martin Bowen III from CVPS, and John Sivret, engineer for Smalley Construction.

The meeting was arranged by Jack to get input from CVPS on options for lighting the memorial flag with a pole-mounted security or street-type light. The group also wanted further information on electrical service to the site from one of the nearby poles.

Marty Bowen, senior energy use advisor for CV, discussed the types of lighting available. He suggested using either a 70-watt or a 150-watt sodium light mounted on a bracket that would be attached to the pole on South Main Street that is about 44 feet away from the memorial site. These are streetlights that project light either outward and down or mainly down, depending on the fixture used with the light. Marty noted that a small playground on Water Street has one of the 70-watt lights. Brackets are available from 6 to 15 feet, allowing the light source to be brought toward the memorial as much as 15 feet from the pole. The light would be about 25 feet off the ground.

Monthly cost for the light, including maintenance and electrical use, would be about \$15 as a security light or \$12-\$13 as a street light on the city account. Given good weather, the light could be installed in 2-3 days.

Marty also discussed running electrical service to the site underground, saying that a stanchion for the meter and breaker would definitely be needed if the power came from the pole on South Main St.

John, Andy and Jack agreed the pole-mounted light, either a 70- or 150-watt would be a good choice that probably wouldn't bother the neighbors to the west of the memorial. At the same time, they agreed that it made sense to place some electrical conduit under the memorial in case some ground lighting were desired in future.

The next meeting will be March 29 at 7:45 a.m. at Downtown Has Sole.

John B. noted that the entire memorial site needs to be shifted a few feet north to insure sufficient distance from phone and cable TV wires running over the site as now staked.

VIETNAM VETERANS MEMORIAL COMMITTEE

March 29, 2000

Downtown Has Sole, Rutland

Present were John Bergeron, Jack Crowther, Ernie Smalley and Andy Moschetto.

Discussion of work on the monument. Ernie is calculating height requirements for the structural concrete beneath the sculpture. It was felt that the slab supporting the sculpture should show about 6 to 7 inches above the ground, the slab being 8 inches thick.

We have to decide how the marble base slab and the sculpture will be placed in the memorial, that is, what kind of truck and hoist or crane will be required

Discussion occurred about the display of 17 names plus "Killed in Action" on the bevel on the slab under the sculpture. We will have to make sure all the names fit, that they are proofread before being engraved and that there is provision for additional names. Jack said we should get a layout from John Socinski of Rutland Marble and Granite before giving the go-ahead. [Jack's calculation on 3/30 suggests that a 4-inch bevel will provide 19.6 lineal feet of available engraving surface.]

Ernie would like to do the concrete in the next three weeks, allowing sufficient time for it to cure before the ceremony on May 29. He would like to begin the structural concrete next week, then start putting in the forms for the promenade. Ernie thinks the surface of the promenade should be about 2 inches above the level of the grass to provide sufficient drainage while minimizing the slope of the wheelchair ramp up from the sidewalk.

The sleeves for the display boxes need to be painted soon so they can be set in the structural concrete. Ernie is refining the contract that specifies the work he is overseeing and the costs for that work. As the contract stands, the cost is \$11,979, but Ernie will refine the figures. The contract will be acted on by the Chapter 1 Board of Directors, probably on April 8, before the Annual Meeting. It was suggested that Ernie's presence would be helpful.

The next meeting will be April 5 at 7:45 a.m. at Downtown Has Sole.

VIETNAM VETERANS MEMORIAL COMMITTEE

April 5, 2000

Downtown Has Sole, Rutland

Present were John Bergeron, Jack Crowther, Ernie Smalley, Andy Moschetto and Jim and Buddy Miles.

Jim and Buddy were present to discuss their service of "stamped concrete." This consists of stamping a pattern into wet concrete, leaving the appearance of brick, stone, or paving blocks. The Mileses have a single stamp of square cobblestones at this time. The committee members and Ernie preferred the "random stone" design as being more suitable for the elliptical memorial.

Buddy quoted a figure of \$1,500 to \$1,700, to include coloring and sealer using either their existing stamp or a new "random stone" stamp. Chapter 1 will pay for the concrete. The paved area is about 488 square feet. The committee agreed to go forward with the "random stone" design at the price quoted. The price would basically pay for the new stamp pattern that the Mileses would get to keep. We will check on delivery time for the stamp, as the target for completing the concrete work is April.

The concrete promenade will be poured all at once and joints cut once the concrete has set. Sealing will be done on the second day as well.

Ernie hopes to begin the concrete work on Monday and has begun making forms.

Fabian earth movers has agreed to deliver the marble sculpture and marble base.

Ernie will revise the draft contract for the memorial work in time for Saturday's Annual Meeting and board meeting. It will provide a breakdown of estimated expenses. Ernie will provide invoices for any bills that Smalley Construction pays.

The next meeting will be April 12 at 7:45 a.m. at Downtown Has Sole.

VIETNAM VETERANS MEMORIAL
Consultation Meeting
April 6, 2000
Smalley Construction Offices, Rutland

Present were John Bergeron, Jack Crowther and Ernie Smalley.

Ernie asked for the meeting to review the size of the memorial and its centerpiece, the ellipse containing the sculpture. The construction drawings provided by John Clogston indicate the overall memorial is 34.5 feet by 28.5 feet. Based on earlier drawings from Laurie Wilson, Ernie has assumed the size was 32 feet by 24 feet. Similarly, the central ellipse is 8 feet by 12 feet, based on John Clogston's drawings, but Ernie had assumed it was 7 feet by 11 feet. John mentioned he thought Laurie had said her drawings were not to scale.

When his workers began making the forms for the center ellipse, Ernie realized the scale had changed from what he perceived it to be and he asked to consult about it. After some discussion, viewing the partially completed form for the ellipse and laying out the area that would be occupied by the marble sculpture and supporting blocks, John Bergeron and Jack agreed that the if the width of the ellipse could be reduced a few inches, that would be desirable. The form is being made of steel plate welded together.

John provided information from John Socinski of Rutland Marble and Granite about the base for the sculpture. It will consist of four pieces of stone surrounding and supporting the sculpture. Four inches will protrude out from under the sculpture on all sides, and that surface will be beveled to display the names of the Killed In Action. Because of some weakness in the stone on which the sculpture is carved, we need to be sure the sculpture has sufficient support underneath.

The stone slab that goes in front of the flagpole and will identify the purpose of the memorial will measure 2 feet by 10 inches. The wording on the stone will be reviewed, in particular, the dates of the war.

The next meeting will be April 12 at 7:45 a.m. at Downtown Has Sole.

VIETNAM VETERANS MEMORIAL COMMITTEE

April 12, 2000

Downtown Has Sole, Rutland

Present were John Bergeron, Jack Crowther and Andy Moschetto.

Without Ernie Smalley, there was not a lot to discuss.

Don Ramey has all but finished with the sculpture. It just needs some polishing.

John Bergeron has had contact with John Reno's daughter. John Reno was the one who originally began carving the sculpture that has now become the centerpiece of the memorial. From his daughter, John Bergeron learned that Don Bodette, co-founder of Chapter 1 and instrumental in establishing the national organization, was Reno's model for the portion of the sculpture he completed.

The dedication committee will meeting at 2 p.m. Saturday at Downtown Has Sole.

The next meeting of the Memorial Committee will be April 12 at 7:45 a.m. at Downtown Has Sole.

DEDICATION COMMITTEE MEETING 4/15/00
Downtown Has Sole, Rutland

Present were John Bergeron, Tom Reardon, Jim Ryan, Mary Margaret Ryan, Andy Moschetto, Jack Crowther.

Tom Reardon will check on chairs from the Armory.

John Bergeron mentioned a former Marine who is a minister in Poultney. Will try to get him for the religious portion of the ceremony May 29. Rev. Chris Powell of Episcopal Church has volunteered to perform that function as well.

The group agreed on a 2 p.m. start time, allowing time between the Evergreen Cemetery event at 11 a.m. and ours.

Tom Reardon will form up the color guard at the Legion at 1:30 p.m. He will invite color guards from all the other VVA chapters in Vt. and check to see how many will be sent. We will see if bagpiper available to lead color guard.

Rut. Cnty, Vet Council meets Apr. 17. John will coordinate out plans with the council.

KIA family members will put flowers next to engraved names of deceased. Young people may be able to help with this. School service clubs? Need to assign.

No firing squad salute.

Mary Ryan will talk to Mark Whitman, RHS band leader, to see if band will provide music for our ceremony, as well as taps at the end.

Best arrangement of audience and lecturn is probably for lecturn to be within the memorial space and the audience to be spread southward. Family members in front on the easterly side, perhaps, to allow them to enter the memorial by the entrances for flower placing.

John Bergeron will see about flowers to be placed, flowers for family members and wreath to be placed by memorial.

Jack Crowther will do announcement of event for media.

We need people to attend to KIA family members. We should follow up written invitations with personal calls. Jack C. will draft letter of invitation. Jim Ryan is willing to contact 3-4 families as part of the followup.

We need perhaps 50 chairs.

Need a cordless PA system. Who will get?

Mary will recruit some nurse friends to have water available. Need to have some rain protection available.

Need a printed program. Don Ramey may be able to provide a pen and ink sketch of sculpture. Mary's daughter may be able to do the program on her computer.

Invite John Miner and through him the rest of the State Council. Need to invite Jeff Wennberg, former mayor. Invite congressmen. Mayor Cassarino can open the ceremony. Jack will work on draft

letters of invitation, first for families of KIAs. Others will help to mail. Categories of invitation: officials (congressmen, legislators, aldermen), special guests like Wennberg, Viet vets from county.

John Bergeron would be the emcee for the chapter; Andy Moschetto can handle the public thank-yous of supporters. Mary will read names of the KIAs, perhaps sharing the duties with Barbara.

Next meeting of this committee is 4/20 at 5:30 p.m. at Downtown Has Sole.

Following is Jack Crowther's outline, with some adjustments reflecting decisions made at 4/15 meeting and more thinking by Jack.

1. Program

- a. Entrance of color guard, raising of flags (note donation by VFW)
- b. Opening -- Mayor Cassarino, introduced by John Bergeron
- c. Invocation -- Rev. Gil Ott of Poultney
- d. Background on Chapter 1 and sculpture-- John Bergeron. Recognition of Don Ramey.
- e. Special thanks -- Andy Moschetto. (Ernie Smalley, Memorial Committee, Laurie Wilson, student who designed memorial, Garden Club (Valerie Cleary), John and Janet Socinski, John Reno's daughter, others) -- raise hands and be identified. Thanks to all supporters. Refer to Herald ad. Purpose of memorial -- healing. Introduction of Bob Rummell (End-to-End Walk), Recognition of leaders of various vet groups if present: State council president, Legions, VFWs, state Adjutant General(?). Makes a point about unity among all who served or serve now.
- e. Song, perhaps something other than Nat. Anthem, since that is played at Evergreen. "America the Beautiful" or "My Country 'Tis of Thee" -- RHS band will be asked.
- f. Reading of KIA list by Mary Ryan and perhaps Barbara. Presentation of flowers by young people(?)
 - g. Ask others who served in Vietnam to raise hands. Seat in special area?
 - h. Featured address by Jim Ryan. Time limit -- 15-20 minutes?
 - i. Final announcements (marble fragments from sculpture given away) -- John Bergeron
 - j. Taps and echo
 - k. Benediction

2. Invitations

- a. Letters to families of KIAs followed by phone call to see if will attend.
- b. Invite state council members.
- c. Invite news media
- d. Who else should be invited? Mayor, Aldermen, Leif Dahlin, Legislators, Congressmen, State Officers. Members invited via May newsletter. Congressmen and state officers should be recognized if they attend, but don't need to be on the program. Some of the officials may expect to be on the program if they are invited, Gov. Dean, for example.

3. Crowd handling/seating

- a. City police sufficient?
- b. Arrange barriers on Washington street and street by memorial.
- c. Setup and take-down of chairs.

4. Water station. Mary Ryan will arrange

Remainder of Jack's outline is unchanged from first version.

VIETNAM VETERANS MEMORIAL COMMITTEE

April 19, 2000

Downtown Has Sole, Rutland

Present were John Bergeron, Jack Crowther and Andy Moschetto.

James F. Patten will be added to our list of those who served. Awarded Silver Star and Navy Cross.

Discussion of what information will go in the display boxes. One will probably be a list of the KIAs and those from the county who served in Vietnam. Another could cover the story of the sculpture and of Chapter 1. Another might deal with the history of the Vietnam War.

Ernie hopes to put in concrete forms by Monday, 4/24.

John called Valerie Cleary of the Garden Club. She wants to see the concrete in place before getting started on the planting scheme.

Fabian will deliver the sculpture when needed.

Phil Savery will get chairs from the Episcopal Church.

Need a supply of umbrellas, in case of rain.

Civil Air Patrol cadets may be available for crowd-handling duties.

The next meeting of the Memorial Committee will be April 26 at 7:45 a.m. at Downtown Has Sole.

DEDICATION COMMITTEE MEETING 4/20/00
Downtown Has Sole, Rutland

Present were John Bergeron, Andy Moschetto, Jack Crowther, Bob Rummel, and Bill Higgins.

Bill Higgins inquired about a procession of motorcycles from the Freedom of the Road group to follow the color guard to the dedication. Consensus was that while the group could be given an assigned parking area near the memorial, the solemn nature of the procession and ceremony precluded a cavalcade of motorcycles. It might also drown out the bagpiper.

Bill said Sam Gorruso would do a story on the event in Sam's Good News.

Bill Anderson has requested Jim Hurley to be the bagpiper for the procession from the Legion to the memorial. Bill has graciously donated a fee for the piper.

Hawley's quoted prices for carnations, 80 cents each (a discounted price) and \$35-\$40 for a wreath.

John said only 5 or 6 attended the Veterans Council meeting, not enough to get significant feedback on our event. Tom Reardon will be inviting the area veterans groups.

Discussion of invitations to our congressional delegation. All will be invited and have the opportunity to speak briefly.

Bob Rummel, director of the Dodge Development Center, will be introduced as part of the ceremonies. Andy will note the commencement of the end-to-end hike on the Long Trail to raise money for the operation of the Dodge Center. Bob volunteered to be a backup speaker, if needed.

We should get a tape of the main address ahead of time from Jim Ryan and a copy of his military record.

Clark Howland is close friends with the Rutland Middle School band instructor, a useful contact if we need a backup musical group.

Discussion of the dates on the granite marker. It was decided to change the dates of the war to 1959-1975, to coincide with the dates on the wall in Washington.

Next meeting of this committee is 4/29 in the early afternoon, time TBA, at Downtown Has Sole.

Following is Jack Crowther's outline, with some adjustments reflecting decisions made at the 4/15 and 4/20 meetings and more thinking by Jack.

1. Program

- a. Entrance of color guard, raising of flags (note donation by VFW)
- b. Invocation -- Rev. Gil Ott of Poultney
- c. Opening -- Mayor Cassarino, introduced by John Bergeron
- d. Background on Chapter 1 and sculpture-- John Bergeron. Recognition of Don Ramey.
- e. Special thanks -- Andy Moschetto. (Ernie Smalley, Memorial Committee, Leif Dahlin, Laurie Wilson, student who designed memorial, Garden Club (Valerie Cleary), John and Janet Socinski, John Reno's daughter, others) -- raise hands and be identified. Former Mayor Wennberg. Thanks to all supporters. Refer to Herald ad. Purpose of memorial -- healing. Introduction of Bob Rummell (End-to-End

Walk), Recognition of leaders of various vet groups if present: State council president, Legions, VFWs, state Adjutant General(?). Makes a point about unity among all who served or serve now.

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f. Reading of KIA list by Mary Ryan and perhaps Barbara Gleason. Presentation of flowers by young people(?)

g. Ask others who served in Vietnam to raise hands. Seat in special area?

h. Featured address by Jim Ryan. Time limit -- 15-20 minutes?

i. Final announcements (marble fragments from sculpture given away) -- John Bergeron

j. Taps and echo

k. Benediction--Rev. Ott

2. Invitations

a. Letters to families of KIAs followed by phone call to see if will attend.

b. Invite state council members.

c. Invite news media

d. Who else should be invited? Mayor, Aldermen, Leif Dahlin, Legislators, Congressmen, State Officers. Members invited via May newsletter. Congressmen and state officers should be recognized if they attend, but don't need to be on the program.

3. Crowd handling/seating

a. City police sufficient?

b. Arrange barriers on Washington street and street by memorial.

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4. Water station. Mary Ryan will arrange

Remainder of Jack's outline is unchanged from first version.

VIETNAM VETERANS MEMORIAL COMMITTEE

April 26, 2000

Downtown Has Sole, Rutland

Present were John Bergeron, Jack Crowther , Ernie Smalley and Andy Moschetto.

Ernie hopes to start installing concrete forms today. Weather has been a hindrance. It's possible he will get the concrete poured and stamped next week. We reaffirmed our choice was for the natural concrete with the sealant coating.

We will need a crane to place the monument after the concrete has been set. A couple of local cranes are available.

Add John Clogston to our donor list, CAD design work.

Discussion of height of the deck relative to the adjoining blacktop sidewalk. Ernie suggests about 1/8 inch per foot to allow drainage. From the central ellipse to the edge would mean a drop of 1 $\frac{1}{4}$ to 1 3/8 inches. The pitch down needs to connect with the walk on the east side with no lip.

Ernie would like to see the sleeve for the flagpole come up 6 inches or so.

Jack asked about information for the display boxes, which will measure 2 feet by 3 feet. Ideas include the list of the KIAs and those who served in on box, the history of the war in another, the story of the sculpture and of the memorial in a third, and the story of Chapter 1 in the fourth. We will need some graphics.

The next meeting of the Memorial Committee will be May 3 at 7:45 a.m. at Downtown Has Sole.

The Dedication Committee will meet Saturday, April 29 at $\frac{1}{2}$ p.m. at Downtown Has Sole.

VIETNAM VETERANS MEMORIAL DEDICATION COMMITTEE

April 29, 2000

Downtown Has Sole, Rutland

Present were John Bergeron, Jack Crowther, Andy Moschetto, Donna Risley, Steve Faye, Mary Margaret Ryan, Bill Higgins.

Notes contain name of Mike Handley, RR 2 Box 1230, Poultney, VT 05764. (Can't remember why.) - *Designer of Memorial*

MM Ryan says no firm answer yet from Mark Whitman on availability of the high school band. She will check further. Her daughter can recruit some friends, a total of 10-12, to handle the distribution of flowers to families of the KIAs and perform other duties at the ceremony. White shirts and black trousers or skirts will probably be the attire of young people. We should have an advance session to prep them.

Discussion of seating. Some of this may have to be firmed up on the day of the event.

Andy M. says Chief Bossi will close off streets as necessary.

John B. will evidently handle the duties of emcee.

Handling of the flag, including when to raise and lower, needs to be decided. Tom Reardon has the protocol book.

MM Ryan will take care of water distribution and will provide cooler and ice.

Sam Gorruso of Sam's Good News will be at the next meeting of the Memorial Committee, according to Bill H. Bill is in touch with Channel 3 for coverage. Bill said at present only a few of the Freedom of the Road group are committed to attending.

Donna Risley will help coordinate the role of the young people with MM Ryan.

Steve will check on a shroud for covering the sculpture.

The following are willing to be interviewed as part of advance coverage by the Herald: MM Ryan, 775-3516; Steve Faye, 773-7305. Need to ask Jim Ryan, featured speaker. Other names suggested: Joe Lynch, John Brower, Jon Pintello, Ray from Wilson Country Camera, Tom Lafond, Bob Ebbighausen from CV, Tony Whitehair of CV. Jim Freese at 773-0697 is willing, according to Andy M.

Beth Higgins will take care of designing the program and will try to get the printing donated.

Cost of the bagpiper may increase. Dr. Steve Britton is possible substitute.

The Dedication Committee will meet Saturday, May 6 at 1 p.m. at Downtown Has Sole.

VIETNAM VETERANS MEMORIAL COMMITTEE

May 3, 2000

Downtown Has Sole, Rutland

Present were Jack Crowther , Ernie Smalley, Valerie Cleary and Andy Moschetto.

Ernie had met with Valerie, and he said the Garden Club was looking for a 2-foot band around the concrete ellipse for plantings. Need a mix of granular sand and topsoil for plantings.

Becky Rizzi is working with Valerie in heading up the memorial planting project.

Sam Gorruso from Sam's Good News came and took pictures for his weekly.

Valerie said the board of the Garden Club approved \$400 (more than their usual amount) and her husband, David, will supplement that to the extent needed.

Valerie will try to get some mulch from Leif Dahlin. Garden Club ideas for the plantings included dwarf mugo pines for bushes and a flash of color from flower plantings. She suggested pakasandra for the ground cover around the sculpture, with lobelia filling in.

Valerie offered the option of cedar trees with 3-foot gaps between for visibility into the memorial, a security issue, yet still offering a sense of a protective wall. As an alternative, larger deciduous trees with underplantings could be used. The trees might attain a maximum height of 30 feet.

The group settled on the use of the deciduous trees with mugo pine shrubs interspersed.

Ernie would like to strip out the waste soil and fill in with topsoil Friday or Monday. Fabian will handle this.

Ernie noted the pakasandra might be too high, given the limited exposure above ground of the marble bars on which the KIA names will appear.

Ernie would like to see the monument set in place next week.

VIETNAM VETERANS MEMORIAL COMMITTEE

May 5, 2000

Downtown Has Sole, Rutland

Present were Jack Crowther , Ernie Smalley, John Bergeron and Andy Moschetto.

Jack will head out to Rutland Marble and Granite to confer about the engraving of the marble bars that support the sculpture and about other matters. (See notes below.)

The marble bars that support the sculpture and have the KIA names engraved will probably need to be set in grout, Ernie said.

Need to check on the holes in the bottoms of the benches for pinning them to the concrete promenade. The deck is ready to receive the benches.

Flagpole will go up this afternoon.

Fabian will be there Saturday morning for cleaning up dirt and preparing planting area. A few volunteers with shovels would be helpful. Ernie, Andy and Jack will try to make it.

Jack went out and talked with John Socinski in Hubbardton. John S. didn't know dedication was May 29. Can't deliver KIA marble pieces next week. He will call Jack on when he can deliver. Marble will be on a pallet.

Jack told John S. the dedication plaque was the most pressing issue.

Jack went over with John S. the desired arrangement of names on the marble.

John S. will sandblast Kiwanis Club name into their bench. He will drill and pin benches.

VIETNAM VETERANS MEMORIAL DEDICATION COMMITTEE

May 13, 2000

Downtown Has Sole, Rutland

Present were John Bergeron, Jack Crowther, Andy Moschetto, Donna Risley, Dawn Hance, Kym Hoerr, James Ryan, Tom Reardon.

Sculptor Don Ramey is leaving town May 24 and may not be on hand for the moving of the sculpture. He will miss the dedication.

City police have touched base with John B. and are all set on handling of the street blockoff on May 29.

We will secure a Porta-Potty for the day.

Clifford Funeral Home will allow us to use their lot if there is nothing scheduled for them.

Donna Risley will check with Father Mayo as to parking at Christ the King School for our ceremony.

We all need to bring umbrellas in case of rain.

John B. still working on a sound system.

Jim Ryan will have a draft of his speech by next Saturday, 10-12 minutes duration.

Mayor Cassarino will take part.

Color guard participants include Poultney, Brandon, and Fair Haven Legions, Post 31 from Rutland and Auxiliary, Chester VVA Post, West Rutland, probably 30-40 people total. The three members of the firing squad will be Vietnam veterans.

After some discussion about the use of Buster's truck for Vietnam era music, it was decided that the truck will not be part of the official ceremony or be parked near the memorial. John B. has the same tape Buster uses and will make it available to play after the services. The tribute to POWs and MIAs can take the form of a display of the POW/MIA flag.

Still no word on the high school band. Once the All State festival is over, we will get a definite answer. Dawn suggested First Republic Brass as a backup possibility.

Kym will check another source of flowers. The wreath will be dispensed with.

We will have a dry run at Main Street Park on Saturday, May 20.

Lydia Moschetto will do photography for Chapter 1.

Further discussion of the program agenda resulted in the following:

- a. Entrance of color guard
- b. John Bergeron's welcome
- c. Raising of American flag, possibly to National Anthem
- d. John B. introduces Mayor Cassarino, who welcomes crowd
- e. Possible brief remarks from former Mayor Wennberg
- f. Jeffords?
- g. Background on Chapter 1 and sculpture by John Bergeron.
- h. Unveiling of sculpture by Dawn Hance and others to be selected.
- i. Andy Moschetto thanks those who helped. (Ernie Smalley, Memorial Committee, Leif Dahlin, Laurie Wilson and students, Garden Club. Recognition of veterans groups collectively. Display of POW/MIA flag donated by VFW and the significance of this issue to Vietnam vets.
- j. Andy invites all present Vietnam vets invited to come stand by memorial facing crowd
- k. Possible song from band or bagpiper, while vets are gathering
- l. Andy introduces MM Ryan and Barbara Gleason for reading of KIA honor roll.
- m. Reading of Honor Roll and distribution of flowers to family members, who place at memorial.
- n. Featured address by James Ryan
- o. Final announcements by John Bergeron -- chips from sculpture will be available
- p. Rifle salute
- q. Taps and Echo
- r. Benediction by Rev. Ott.

Is there something further with the flag that happens at or near the end?

Before the above meeting, MM Ryan indicated the letters of invitation to the those-who-served list had gone out and she had contacted a number of the KIA families and was continuing to work on that.

The Dedication Committee will meet Saturday, May 20 at the memorial site.